

<div>DEPARTMENT OF DEFENSE</div> <div>CONTRACT SECURITY CLASSIFICATION SPECIFICATION</div> <div>(The requirements of the DoD Industrial Security Manual apply to all aspects of this effort.)</div>					<div>1. CLEARANCE AND SAFEGUARDING</div> <div>a. FACILITY CLEARANCE REQUIRED TOP SECRET</div> <div>b. LEVEL OF SAFEGUARDING REQUIRED SECRET</div>			
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)				3. THIS SPECIFICATION IS: (X and complete as applicable)				
X	a. PRIME CONTRACT NUMBER DCA200-02-D-50xx			a. ORIGINAL (Complete data in all cases)		DATE (YYMMDD) 020312		
	b. SUBCONTRACT NUMBER			b. REVISED (Supersedes all previous specs)	Revision No.	DATE (YYMMDD)		
X	c. SOLICITATION OR OTHER NUMBER DCA200-01-R-5027	DUE DATE (YYMMDD) 011012		c. FINAL (Complete item 5 in all cases)		DATE (YYMMDD)		
4. IS THIS A FOLLOW-ON CONTRACT? <div><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. If yes, complete the following: Classified material received or generated under DCA100-96-D-0047 thru DCA100-96-D00052 (Preceding Contract Number) is transferred to this follow-on contract.</div>								
5. IS THIS A FINAL DD FORM 254? <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If yes, complete the following: In response to the contractor's request dated _____ retention of the identified classified materials authorized for the period of _____</div>								
6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)								
a. NAME, ADDRESS, AND ZIP CODE			b. CAGE CODE	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)  Capital Area, DIS Hoffman Building 2461 Eisenhower Avenue Alexandria, VA 22331-1000				
7. SUBCONTRACTOR								
a. NAME, ADDRESS, AND ZIP CODE			b. CAGE CODE	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)				
8. ACTUAL PERFORMANCE								
a. LOCATION			b. CAGE CODE	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)				
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT <p>The Encore contracts will provide integration services across the breadth of integration activities within and beyond the boundaries of the Department of Defense (DoD), as well as other Federal agencies, state and local governments and U.S. allies. These services include activity throughout all operating levels of the Department in support of the DoD's functional requirements including command and control (C<sup>2</sup>), intelligence and mission support areas and all elements of the Global Information Grid (GIG). DoD-wide integration services include functional requirements definition, identification, validation; migration system selection extending through the entire automated information system life cycle, from baselining through benchmarking and business process reengineering; and prototyping, development, deployment and operations and maintenance of standard systems. This acquisition will be a multiple award, Indefinite Delivery/Indefinite Quantity (ID/IQ) task order type contract. As such, specific security requirements and actual place of performance will not be known until individual task orders are prepared and issued.</p>								
10. THIS CONTRACT WILL REQUIRE			YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL		YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION			X		a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY			X
b. RESTRICTED DATA				X	b. RECEIVE CLASSIFIED DOCUMENTS ONLY			X
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION				X	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL		X	
d. FORMERLY RESTRICTED DATA				X	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE			X
e. INTELLIGENCE INFORMATION:					e. PERFORM SERVICES ONLY			X
(1) Sensitive Compartmented Information (SCI)				X	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES			X
(2) Non-SCI				X	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER		X	
f. SPECIAL ACCESS INFORMATION				X	h. REQUIRE A COMSEC ACCOUNT			X
g. NATO INFORMATION				X	i. HAVE TEMPEST REQUIREMENTS			X
h. FOREIGN GOVERNMENT INFORMATION				X	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS			X
i. LIMITED DISSEMINATION INFORMATION				X	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE		X	
j. FOR OFFICIAL USE ONLY INFORMATION			X		l. OTHER (Specify)			
k. OTHER (Specify) (1) Sensitive non-classified (2) Source Selection Information			X					

**12. PUBLIC RELEASE.** Any information (*classified or unclassified*) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release.

☐ Direct

☒ Through (*Specify*):

Through the Contracting Officer, and the Defense Information Systems Agency (DISA) Public Affairs Office (PAO); and, for Congressional correspondence, the DISA Congressional Affairs (CA) office.

To the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) \*for review.  
\*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

**13. SECURITY GUIDANCE.** The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (*Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.*)

- a. Pre-award access is not required. This DD Form 254 reflects the security requirements for the contract when awarded.
- b. Re. Item 10j. Refer to DoD 5700, DoD Freedom of Information Act Program, which provides specific guidance for the protection of FOUO information.
- c. Re. Item 11c. Any classified information generated in performance of this contract shall be classified according to the markings shown on the source material. The Task Monitor (TM) must be notified of all material received or generated under this contract. Guidance for receiving, generating and safeguarding classified material is contained in DoD 5220.22-R, Industrial Security Regulations (ISR) and DoD 5220.22-M, National Security Program Operations Manual (NISPOM). The contractor shall prepare an ADP/Standard Practice and Procedures for its ADP operations and the system will require approval of the CSO/CSA in accordance with Chapter 8 of the NISPOM.
- d. Re. Item 11g. The contractor shall prepare and forward a DD Form 1540 and a DD Form 1541 to the Contracting Officer (KO) for authorization before the services may be requested. Technical information on file at the Defense Information Technical Center (DTIC) will be made available to the contractor if the contractor requires such information. The KO will certify the field of interest relating to the contract.
- e. Task order-specific DD Forms 254 will be issued when security requirements exceed those contained in this contract-level DD Form 254.
- f. Re. Item 15. DIS will forward a copy of all inspection results to DISA security and Certification Department (ISBE), 701 S. Courthouse Road, Arlington, VA 22204-2199.
- g. All classified information, including floppy diskettes and CD-ROM disks, and hardware received and/or generated under this contract is the property of the U.S. Government regardless of proprietary claims. Upon completion or termination of this contract, the contractor shall request disposition instructions from the Government TM.
- h. All classified visit requests by contractor personnel shall be forwarded to the TM for approval and need-to-know certification before being sent to the facility to be visited.
- i. Individual task orders may require that contractor personnel be accompanied by escorts at certain Government facilities.

**14. ADDITIONAL SECURITY.** Requirements, in addition to ISM requirements, are established for this contract. (*If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. (Use Item 13 if additional space is needed.)*)

☐ YES

☒ NO

**15. INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. (*If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspection. (Use Item 13 if additional space is needed.)*)

☐ YES

☒ NO

**16. CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL

Gerry A. Jordan

b. TITLE

Encore Acquisition Manager

c. TELEPHONE (*Include Area Code*)

(618) 229-9609

d. ADDRESS (*Include Zip Code*)

DISA/DITCO/AQS1  
2300 East Drive  
Scott AFB, IL 62225-5406

17. REQUIRED DISTRIBUTION

- ☐ a. CONTRACTOR
- ☐ b. SUBCONTRACTOR
- ☐ c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- ☐ d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- ☐ e. ADMINISTRATIVE CONTRACTING OFFICER
- ☐ f. OTHERS AS NECESSARY

e. SIGNATURE

